

# Library Refurbishment Level of Effort (P711502)

Category	Culture and Recreation	Date Last Modified	11/17/14
Sub Category	Libraries	Required Adequate Public Facility	No
Administering Agency	General Services (AAGE29)	Relocation Impact	None
Planning Area	Countywide	Status	Planning Stage

	Total	Thru FY14	Rem FY14	Total 6 Years	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	Beyond 6 Yrs
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### EXPENDITURE SCHEDULE (\$000s)

Planning, Design and Supervision	1,550	0	0	1,550	200	250	250	275	275	300	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	9,902	0	0	9,902	1,002	1,500	1,800	1,800	1,800	2,000	0
Other	835	0	0	835	185	120	120	130	130	150	0
<b>Total</b>	<b>12,287</b>	<b>0</b>	<b>0</b>	<b>12,287</b>	<b>1,387</b>	<b>1,870</b>	<b>2,170</b>	<b>2,205</b>	<b>2,205</b>	<b>2,450</b>	<b>0</b>

### FUNDING SCHEDULE (\$000s)

G.O. Bonds	11,900	0	0	11,900	1,000	1,870	2,170	2,205	2,205	2,450	0
State Aid	387	0	0	387	387	0	0	0	0	0	0
<b>Total</b>	<b>12,287</b>	<b>0</b>	<b>0</b>	<b>12,287</b>	<b>1,387</b>	<b>1,870</b>	<b>2,170</b>	<b>2,205</b>	<b>2,205</b>	<b>2,450</b>	<b>0</b>

### APPROPRIATION AND EXPENDITURE DATA (000s)

Appropriation Request	FY 15	1,000	
Appropriation Request Est.	FY 16	1,870	
Supplemental Appropriation Request		800	
Transfer		0	
Cumulative Appropriation		1,000	
Expenditure / Encumbrances		0	
		0	

Date First Appropriation FY 15		
First Cost Estimate		
Current Scope	FY 15	12,287
Last FY's Cost Estimate		11,900
Partial Closeout Thru	FY 15	0
New Partial Closeout	FY 16	0
Total Partial Closeout		0

## Description

This level of effort project is intended to provide a structured process to ensure that library service stays "modern and current" and the building's infrastructure remains safe, efficient, and operationally effective. Work to be included within this project includes carpeting, painting, reorganizing interior layouts to create more useable space, updating toilet rooms, upgrading lighting to more energy efficient fixtures, replacing worn and unusable furniture, and implementing service and programmatic updates based on branch demographics and current library trends such as single service desks, computer labs, digital media labs, tutor or group study rooms, and emergent literacy areas. An evaluation of the major building systems (including the roof, major mechanical systems and windows), presence of asbestos or lead paint, condition of the parking lots, status of ADA compliance, and review of general building codes issues will begin the process to determine if the building is a candidate for refresh/refurbishment, or if the work is so extensive as to require a full building renovation. Work identified, but not contained within this project, may be completed within another facility level of effort project, including the Energy Conservation project. When appropriate, refurbishments will be coordinated with 21st Century Library Enhancements project work.

## Estimated Schedule

Project will start in FY15 with refurbishment planning for two libraries with a goal to ramp up to three per year until all 21 libraries have been refurbished once. Twinbrook, Kensington Park, and Davis are three branches identified by Montgomery County Public Libraries and the Department of General Services as a high priority for refurbishment. The Potomac branch, having already received painting, re-carpeting, and a minor realignment of interior features in late FY12, will be assessed and tentatively scheduled for refurbishment along with all other library branches at the outset of the project. Notice identifying the specific library projects to be refurbished must be given to Council at least 60 days before any design or construction funding is obligated or spent. The notice must include the anticipated scope of work, cost estimates, and an expenditure schedule programming PDS, construction, and other costs by fiscal year.

## Justification

The Facilities Plan 2013-2016 calls for a programmatic evaluation of each branch on a three year cycle with the work to be completed by the fifth year. Many of the Libraries have not been updated for 20 years. This refurbishment of branches will ensure that the County's capital investments are protected by maintaining the Library Department's building infrastructure, that all new and required construction codes are addressed and implemented, that critical equipment and building systems are overhauled or replaced prior to failure, and that reorganization of internal space is completed to insure that space is fully utilized based on the needs of the community for programs and services. Rather than the two existing libraries that would have been fully renovated under the old approach, with this new approach, we will complete refurbishments on 17 libraries during the six year CIP period.

## Fiscal Note

FY15 Supplemental in State Aid for \$387,000 was approved for this project for the refurbishment of Twinbrook (\$128,000) and Kensington Park (\$259,000) branches. State aid of \$800,000 was approved for this project for FY16 for refurbishment of Davis (\$400,000) and Little Falls (\$400,000) branches.

## Disclosures

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Expenditures will continue indefinitely.

The Executive asserts that this project conforms to the requirements of relevant local plans, as required by the Maryland Economic Growth, Resource Protection and Planning Act.

### **Coordination**

Department of General Services, Department of Public Libraries, Maryland State Department of Education